



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5420.5C
B 053
02 FEB 09

MARINE CORPS BASE ORDER 5420.5C

From: Commander
To: Distribution List

Subj: COMMAND RELIGIOUS PROGRAM WORSHIP COMMUNITY ADVISORY
COUNCILS

Ref: (a) OPNAVINST 1730.1D
(b) MCBO 1730.1B
(c) SECNAVINST 7010.6A

1. Purpose. To publish guidelines for operation of the Command Religious Program worship community advisory councils.
2. Cancellation. MCBO 5420.5B.
3. Summary of Revision. This Revision contains a significant number of changes and should be reviewed in its entirety.
4. Information. Religious ministries are provided to meet the religious needs of Navy and Marine Corps personnel and their family members, and to ensure their constitutional rights to the free exercise of religion. In accordance with the references, the Command Religious Program is designed to foster the free exercise of religion and to be responsive to the needs of those for whom ministry is provided. Such responsiveness can best be accomplished through active lay participation by the persons served. Effective participation is achieved through advisory councils that address specific worship community matters and provide a channel of cooperative action for the entire Command Religious Program.
5. Worship Community Advisory Councils. Worship community advisory councils are the primary method of obtaining input from personnel to shape the Command Religious Program. Each council will operate under the guidance of the Command Chaplain and the assigned worship community coordinator (the senior chaplain of each faith group, unless otherwise appointed by the Command Chaplain). Each advisory council will also aid its respective worship community in understanding chaplain leadership, command decision, and the overall Command Religious Program.
 - a. Membership. Advisory council membership will be drawn from Marine Corps Base, Quantico chapel worship service participants

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and will be representative of the various categories of persons served by the Command Religious Program.

b. Size. Councils will consist of no less than three members.

c. Method of Appointment. Candidates for the worship community advisory councils will be recommended for appointment by the worship communities and the worship community coordinator. Members of each council will be designated in writing by the Command Chaplain.

d. Duties and Responsibilities. Councils shall represent their respective communities by:

(1) Representing their faith group in communicating needs to the Command Chaplain;

(2) Promoting the active involvement of congregation members in the Command Religious Program;

(3) Providing input in the development of the Command Religious Program within worship communities;

(4) Functioning in key lay leadership roles within the worship community;

(5) Encouraging chapel members to practice stewardship of time, talents, and treasure in accordance with their community beliefs; and

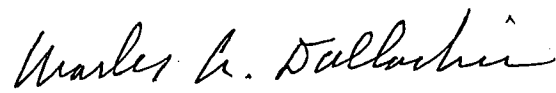
(6) Provide copies of all council meeting minutes to the Command Chaplain.

e. Organizations. Councils, under the direction of their worship community coordinator, may prepare and submit standing operating procedures if the council considers that standing operating procedures are warranted for the management of their responsibilities. The Command Chaplain is the approving authority for all standing operating procedures.

6. Religious Offering Fund. Although a Religious Offering Fund is a non-appropriated fund established by and administered under the authority of the Commander, Marine Corps Base, advisory councils provide an important, although not required role by recommending specific types of Religious Offering Fund disbursements that are in keeping with the intent of the donors, in accordance with references (a) and (b).

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7. Action. Activity heads will ensure the widest dissemination and compliance with the contents of this Order.

A handwritten signature in cursive script, reading "Charles A. Dallachie".

CHARLES A. DALLACHIE

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